



MONTANA BOARD OF OPTOMETRY
P O BOX 200513
HELENA MT 59620
406-841-2390

LIC.#: _____
DATE: _____
STATUS: _____

NAME: _____
ADDRESS: _____
CITY: _____ ST: _____ ZIP: _____

ADDRESS CHANGE

Your Montana Optometrist license will expire on **July 2**.

TO RENEW ONLINE GO TO: <https://LicenseRenewal.mt.gov> (Online transaction must be completed no later than 11:59 PM, MST on the renewal deadline date. Failure to complete the transaction by 11:59 PM will result in an additional late fee.)

OR:

- 1) Complete the information on the renewal application.
- 2) Read the continuing education statement below.
- 3) Answer the disciplinary question at the bottom of the form.
- 4) Submit a check or money order for \$250.00, make payable to the Board of Optometry. **DO NOT SEND CASH.** Canadian residents pay in US funds only.
- 5) Renewals with a US postal service postmark after July 2 will be assessed a penalty fee by state law of \$150.00, increasing the total to \$400.00. The penalty fee may increase during the renewal period due to standardization of fees within the licensing division. The Department of Labor & Industry during the last legislative session passed statutes for development of standardized fees. The proposed rule if adopted, would set penalty fees at 100% of the original renewal fee, which would increase the amount to \$500.00.
- 6) Sign the renewal application.
- 7) Incomplete or unsigned renewal application will not be processed and **WILL BE RETURNED**.

LEGISLATION PASSED IN THE 2005 SESSION PROVIDES THAT A LICENSEE HAS 45 DAYS TO RENEW HIS/HER LICENSE BY PAYING THE RENEWAL FEE AND LATE FEE: ANYONE RENEWING 46 DAYS OR MORE AFTER THE JULY 2 DEADLINE, MAY HAVE A COMPLAINT FILE OPENED, AND THE POSSIBILITY OF UNLICENSED PRACTICE MAY BE ADDRESSED BY THE BOARD'S DISCIPLINARY SCREENING PANEL.

I declare under penalty of perjury that all statements are true. I am aware that a false statement may lead to license discipline.

Each Licensed Optometrist shall be required to attend not less than 36 hours of continuing education biennially. Continuing education will be audited on odd numbered years. Licensees who recently graduated and become licensed are exempt from the CE requirement for that biennium.

CONTINUING EDUCATION:

I am aware of the continuing education required and hold myself responsible for fulfilling that requirement. I will submit "proof of attendance" when audited or requested by the Board.

YES _____ NO _____

YES _____ NO _____ Have any legal or disciplinary actions been instituted against you since your renewal? If so, please attach copies of the document that initiated each action and all final orders. Mont. Code Ann. Sec. 37-1-105 requires that you report this information. Failure to accurately furnish the information is grounds for denial or revocation of your license.

Your Signature: _____ Date: _____

DO NOT SEND CASH!